

OFFICIAL MINUTES
McKENZIE MUNICIPAL-REGIONAL PLANNING COMMISSION
24 JULY 2014 MEETING AGENDA
McKENZIE MUNICIPAL COMPLEX @ 4:30 PM

I. Call to Order:

Chairperson Dean Robb called the 24 July 2014 meeting to order at 4:33 P.M.

II. Roll Call / Establishment of a Quorum:

MMRPC: Dean Robb (Chair), Jill Holland (Mayor), (Vice-Chair Vacant), Garlon Prewitt (Secretary) Ken Mitchum, Keith Priestly, Jesse Townes (Council Liaison) **Quorum present.**
Planning Staff Present: Shelton I. Merrell, Regional Planner, SW TN Development District
Other: David M. Kelly (Codes Officer Consultant)
Missing: One Commissioner (vacant position)
Media: None

III. Approval of Agenda for 24 July 2014: Reviewed

Motion by: Garlon Prewitt Second by: Keith Priestly **Passed: 6-0** (1 vacant)

IV. Reading and Approval of the 26 June 2014 Minutes: Reviewed

Motion by: Ken Mitchum Second by: Jesse Townes **Passed: 6-0** (1 vacant)

V. Reports:

- A. Mayor's Report: None
- B. Economic Development Report by Jennifer Waldrup: None
- C. Main Street Progress:

Garlon Prewitt handed out application attachments for review by others. Jill Holland took two attachments to be reviewed by the McKenzie Business Association, Keith Priestly reviewed two other attachments, and Merrill offered to help with details.

VI. Old Business:

- A. Review of the Senior Independent Living Facility Amendment Ordinance

Part I redefined the facility with the correct title: Senior Independent Living Facility.

Part II, Section 2d specifying permissible uses for the facility as named above was reviewed and both parts were approved for presentation to the City Council for the first and second reading, plus approval by vote.

Motion by: Keith Priestly Second by: Jesse Townes **Passed: 6-0 (1 vacant)**

A. Review and Discussion of the Magnolia Senior Independent Living Facility Site Plan

Discussion of the site plan presented by the owners of the facility revealed the following information:

- 1) The plan lacks landscaping throughout the facility and said landscaping needs to be described and located in the approximate locations;
- 2) A note stating that the graveled parking lot will be paved at a later date;
- 3) A privacy fence, gate or landscaping vegetation of proper height needs to be added such that it prevents the trash cans from being seen from the street;
- 4) A privacy fence with gate or other means needs of proper height that also allows for emergency access needs to be added to be placed that protects the neighbor's privacy; and
- 5) Sanitary Sewer and Water details as provided by Water Supervisor need to be added. (David M. Kelly to coordinate details as are available)

The five conditions related to the site plan stated above were approved provided the conditions are corrected. Once corrected, the site plan will be presented to the planning commission for official approval.

Motion by: Keith Priestly Second by: Jesse Townes **Passed: 6-0** (1 vacant)

Further discussion revealed four other issues that need to be completed:

- 1) The City Codes Officer needs to meet with the owners to discuss the "Stop Work Order" currently posted at the facility, other code violations, and the procurement of a new general contractor;
- 2) The Historic Zoning Commission needs to review the parking details to determine if the location next to the street is allowable;
- 3) The Historic Zoning Commission needs to approve the present front elevation plan by comparing it to the original they previously approved. Jennifer Waldrup is to get the original elevation plan from Nola Hobbs and make 3 copies for the Planning Commission. Garlon Prewitt is to send a letter to Charles Pruneau, Chairman of Historic Zoning Commission, informing him of the issues brought up today that may impact on the historic area, a copy of these minutes, and a copy of the proposed site plan; and
- 4) The city needs to confirm that increasing the number of residents from 17 to 36-40 can be accommodated by the existing sewerage and water

systems. Either Jennifer Waldrup or Jill Holland is to notify the Billy Wood, Water Supervisor to investigate this issue

VII. New Business:

A. Request For Rezoning:

William and Stacy Myers presented an Application for Rezoning to Codes Consultant David M. Kelly requesting property they own at 423 Stonewall Street be rezoned from its current R-2 status to a B-3 status in order to allow them to conduct an auto repair and body shop from their place of residence. The Codes Consultant and Regional Planner will research this request before making any decisions for Planning Commission consideration.

VIII. Other Business:

A. Election of Vice Chair: (Conducted by Shelton I. Merrill, Staff, see By-Laws)

Keith Priestly was nominated to replace the vacant Vice Chair position.

Motion by: Garlon Prewitt Second by: Dean Robb **Passed: 6-0 (1 vacant)**

B. Family Dollar Progress:

David M. Kelly, Codes Consultant announced that the site has code violations that need to be addressed, including uncapped projecting rebar. He has already sent a certified letter that has resulted in no response to date, but he will continue to pursue the matter.

IX. Other Business

A. August Agenda & Regular Planning Commission Meeting Schedule by Chair Dean Robb:

Agenda Meeting: Thursday, 14 August 2014 at 2:30 P.M.;

Regular Meeting: Thursday, 28 August 2014 at 4:30 P.M.

X. Adjournment: The 24 July 2014 McKenzie Municipal-Regional Planning Commission meeting adjourned at 6:05 P.M.

Motion by: : Keith Priestly Second by: Jesse Townes **Passed: 6-0 (1 vacant)**